



Civil Society Legislative Advocacy Centre (CISLAC)

Motto: Strengthening Civil Society Legislative Advocacy

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9th June 2015

The Executive Secretary,
National Commission for Colleges of Education (NCCE),
Plot 829 Cadastral Zones,
Ralph Shodeinde Street,
Off Ahmadu Bello way,
Abuja.

original copy received
9/6/15

Attention: HEAD PROCUREMENT UNIT

Dear Sir,

RE: REQUEST FOR PROCUREMENT RECORDS AND INFORMATION ON THE CONTRACTS AWARDED IN 2014 FINANCIAL YEAR AND REQUEST TO SIGHT THE PROJECT

We appreciate you for responding to our Freedom of Information (FOI) letter and to also acknowledge the receipt of your letter dated 21st April 2015 on the above subject matter.

However, the document we requested for was not attached with the letter. The attachment to the letter shows that the project in question was implemented to the tune of (#9,307,658.27) out of the (#10,000,000.00) appropriated for it. We are therefore requesting that you provide our representative with the information regarding the project "*Rehabilitation of NCCE secretariat*".

In accordance with the Freedom of Information Act, we hereby specifically apply for copies of the following procurement records and information for the above referred bids.

1. Copies of advertisements of invitation for bids published in at least two national dailies and the Federal Tenders journal. Also evidence of the advertisement on your website.
2. Copies of bids submission registers and evidence of receipts issued to bidders on submission of bids.
3. Standard bidding documents as regards the aforementioned processes
4. Evidence of receipts issued to bidders on submission of bids.
5. Minutes of public bid opening for technical and financial proposals.
6. Copies of the Bids Evaluation Report by the Sub-technical Committee of the Tenders Board
7. Copies of minutes of the meeting of the Tenders Board approving the winning bidder.
8. Copies of bids rejection letters or notices, if any

9. Copies of notices of Acceptance of bids issued by the procuring entity to the successful bidder immediately a winner is selected
10. Letter of notification of award of contract and the contract sum
11. Signed contract document
12. Copies of formal appeal by bidders (Protest letter) and the decision in such appeals/complaints if any.
13. Copies of "No Objection" and BPP Certificate of no objection where applicable
14. Copies of summary of details of contracts published by your Commission or BPP

We would appreciate if the requested information can be made available to our representative promptly but in any event, not later than 7 days from the date of receipt of this application as required by the **Freedom of information Act. 2011.**

Should you require any clarification regarding this application, do not hesitate to contact MuhammedMurtala on this phone number: **07038606012** or via email: murtalami1288@yahoo.com or **07034118266**, cislac@cislacnigeria.net

While we wait for your positive response, please accept the assurances of our best regards

Yours sincerely,



Auwal Ibrahim Musa (RAFSANJANI)
Executive Director